

COUNTY OF LOS ANGELES

FIRE DEPARTMENT

1320 NORTH EASTERN AVENUE
LOS ANGELES, CALIFORNIA 90063-3294
(323) 881-2401

P. MICHAEL FREEMAN
FIRE CHIEF
FORESTER & FIRE WARDEN

June 29, 2010

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVE PROPERTY MANAGEMENT/CONSTRUCTION AND PROPERTY
MAINTENANCE SERVICE CONTRACTS
(ALL DISTRICTS) (4 VOTES)**

SUBJECT

The Consolidated Fire Protection District of Los Angeles County (District) seeks approval for District facilities contracts for property management/construction and property maintenance services, existing contracts for the same services expire on August 14, 2010. In order to continue providing services for the District, the District is establishing new contracts with various contractors.

**IT IS RECOMMENDED THAT YOUR BOARD ACTING AS THE GOVERNING BODY OF
THE CONSOLIDATED FIRE PROTECTION DISTRICT:**

1. Approve and instruct the Chair to sign three-year Contracts, substantially to form of Attachment A, with the attached list of selected contractors (Attachment B) to provide property management/construction and property maintenance services, on an as-needed and intermittent basis, for the District. The initial term of the contracts will be for three (3) years, with two (2) one-year renewal options and also include an additional six (6) month-to-month extensions, not to exceed a total possible contract term of five (5) years and six (6) months for each recommended contractor as listed on Attachment B. If approved, these contracts will become effective August 15, 2010.

SERVING THE UNINCORPORATED AREAS OF LOS ANGELES COUNTY AND THE CITIES OF:

AGOURA HILLS
ARTESIA
AZUSA
BALDWIN PARK
BELL
BELL GARDENS
BELLFLOWER
BRADBURY

CALABASAS
CARSON
CERRITOS
CLAREMONT
GARDENA
COMMERCE
COVINA
CUDAHY

DIAMOND BAR
DUARTE
EL MONTE
GARDENA
GLEN DORA
HAWAIIAN GARDENS
HAWTHORNE

HIDDEN HILLS
HUNTINGTON PARK
INDUSTRY
INGLEWOOD
IRVINDALE
LA CANADA FLINTRIDGE
LA HABRA

LA MIRADA
LA PUENTE
LAKEWOOD
LANCASTER
LAWNDALE
LOMITA
LYNWOOD

MALIBU
MAYWOOD
NORWALK
PALMDALE
PALOS VERDES ESTATES
PARAMOUNT
PICO RIVERA

POMONA
RANCHO PALOS VERDES
ROLLING HILLS
ROLLING HILLS ESTATES
ROSEMEAD
SAN DIMAS
SANTA CLARITA

SIGNAL HILL
SOUTH EL MONTE
SOUTH GATE
TEMPLE CITY
WALNUT
WEST HOLLYWOOD
WESTLAKE VILLAGE
WHITTIER

2. Authorize the total expenditures for the first three (3) contract years and two (2) one-year renewal options at \$47 million, in an amount not to exceed \$9.4 million per year. In addition, authorize the total agreement expenditure for the six (6) month-to-month extensions at \$4.7 million which represents one-half (1/2) of the annual requested authority. These expenditures represent the Board approved overall authority of \$9.4 million annually, the amount approved by your Board on March 30, 2010 for the District's on-going property management/construction and property maintenance services program. Cost of Living Adjustment (COLA) requests for multi-year service contracts will be applicable after the first three years. (Policy No. 5.070 of the Board of Supervisors Policy Manual). Should fiscal circumstances ultimately prevent the Board of Supervisors from approving any increases in County employee's salaries, no COLAs will be granted.
3. Delegate authority to the Fire Chief, or his designee, to amend, suspend and/or terminate these contracts, if deemed necessary and consistent with the approved Property Management/Construction and Property Maintenance Services contract terms and conditions.
4. Delegate authority to the Fire Chief, or his designee, to amend these contracts by way of renewal options, not to exceed two (2) one-year renewal options and an additional six (6) month-to-month extensions.
5. Find that these contracts are exempt from the provisions of the California Environmental Quality Act (CEQA).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of these recommended actions is to enable the District to continue its on-going property management/construction, and property maintenance services program. The District has over 194 fire stations and administrative sites located throughout Los Angeles County and property management/construction and property maintenance services are needed to effectively maintain these facilities. These services include roofer, painter, plumber, HVAC and other similar trades. The District requires the expertise and knowledge of the recommended contractors to meet building code requirements and maintain safe and effective facilities for District employees and its surrounding communities. Board approval will enable the District to continue to receive these services on an as needed and intermittent basis.

The District is currently contracting for these services, on an as needed and intermittent basis, through contracts that will expire on August 14, 2010.

The continued maintenance of these facilities is necessary in order to provide safe and effective facilities for District employees and the visiting public, and to comply with various statutes and codes governing public buildings construction and operations.

Implementation of Strategic Plan Goals

In accordance with the Strategic Plan Goals of service excellence, fiscal integrity, organizational effectiveness, and workforce excellence, the implementation of these contracts along with the increased requirements for professionalism and expertise, promotes and further enhances the District's goals in Property Management/Construction, and Property Maintenance Services.

FISCAL IMPACT/FINANCING

The contract expenditure for the District is anticipated at \$9.4 million annually. Sufficient funding is available in the Fire District's Special Services Budget Unit to address the projected appropriation needs for the fiscal year and provide allowances for COLA increase throughout the terms of these contracts. There is no impact to net County cost.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The authority to contract these services is provided under California Health and Safety Code Section 13861.

On final analysis and consideration of the awards, contractors were selected without regard to race, color, creed, or national origin.

ENVIRONMENTAL DOCUMENTATION

The services provided through these contracts will not have a significant effect on the environment and are therefore exempt from CEQA, pursuant to Section 15061(b)(3) of the CEQA Guidelines.

CONTRACTING PROCESS

On November 17, 2009, the District issued an Invitation for Bids (IFB) solicitation to seek contractors in various construction trades capable of providing property management/construction, and property maintenance services for the District. Solicitations were posted in local community newspapers and on the Office of Small Business website, in accordance with established County bid procedures and policies. Forty-eight (48) bids were accepted based on the vendor's qualifications, experience, and willingness to comply with County and District ordinances. The District has determined that all the contracts submitted for award of these contracts have confirmed, through their Pricing Sheet (pricing list – Attachment C), fees that are conducive with creating a savings to the District for contracting these services with the private sector versus having these services carried out by County employees.

The District has evaluated and determined that the contractors submitted for award of these contracts comply with the District's policy of compliance with the Community Business Enterprise Program (Attachment D), Child Support Program, Contractor Responsibility and Debarment Program, the State of California Department of Industrial Relations Prevailing Wage Program Determinations for covered crafts, the Safely Surrendered Baby Law, Contractor Employee Jury Service Program, and County's Defaulted Property Tax Reduction Program, and agree to maintain compliance with all requirements throughout the term of their contract.

The District has reviewed the Better Business Bureau and the State Business License websites to assess the proposed contractors past performances, negative experiences, and complaints with other agencies and has found that there are currently no complaints against these contractors.

The contract includes a COLA which will be applicable after the initial three (3) years and annually thereafter. This will allow the amount on the contract to be adjusted annually on the two (2) one-year extensions and the six (6) month-to-month options, based on the increase or decrease in the U.S. Department of Labor, Bureau of Labor Statistics' Consumer Price Index. Also, any increase shall not exceed the general salary movement granted to County employees as determined by the Chief Executive Office as of each July 1 for the prior 12-month period. Furthermore, should fiscal circumstances ultimately prevent the Board of Supervisors from approving any increases in County employee's salaries, no COLAs will be granted.

The contractors were evaluated and deemed capable of performing the services requested, based on their qualifications and experiences as stated in their bids.

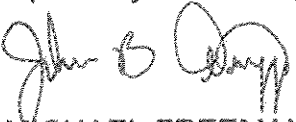
IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no significant impact on current services as there will be no displacement of any County employees. These services are presently contracted with the private sector.

CONCLUSION

Upon execution by your Honorable Board, the District will need two (2) original certified copies of the adopted Board letter and Contract. It is requested that the Executive Office of the Board notify the District's Contract Administrator, Lucy Guadiana at (323) 838-2275 when the documents become available.

Respectfully submitted,


(for) P. MICHAEL FREEMAN
PMF:pv

Attachments (4)

c: Chief Executive Officer
County Counsel
Executive Office, Board of Supervisors